**Chief Finance Officer (Full-Time)-City of Brigantine, Atlantic County**

The City of Brigantine is seeking a full time Chief Financial Officer to oversee the finances of the City's $33 million annual city budget as well as a $7.3 million annual Water & Sewer Utility budget.  The candidate must be self-motivated with management/supervisory experience and possess strong analytical skills to provide financial leadership to the City. Most possess good communication skills and the ability to interact well with personnel in all municipal departments, various officials and outside agencies.

Responsibilities include oversight of all financial aspects of the City which include but are not limited to, preparation/oversight of the Annual Municipal Budget, Annual User-Friendly Budget, Annual Financial Statements, Annual Debt Statement and Supplemental Debt Statements, maintenance of the General Ledger, Best Practices Inventory, Debt Service Analysis, Bank Reconciliations, Accounts Payable/Receivable, Grant and Escrow Accounts, Capital Budgets, Debt Issuance and budget planning for multiple departments, finance resolutions & ordinances, and other finance related duties as necessary. This position works in conjunction with the City’s Comptroller, Human Resource Director and Purchasing Agent.

Qualified candidates must possess a State of New Jersey Municipal Financial Officer License (CMFO) with a minimum of 5 years work experience as a CMFO for a municipality of similar size and budget in the State of New Jersey.  Excel proficiency and experience with Edmunds Financial Systems is a must.  QPA License would be a plus but is not required. Salary is commensurate with qualifications and experience. Interested qualified candidates should submit their cover letter and resume outlining job history, education and salary requirements via mail to: Roxanne Tosto, City of Brigantine Finance Office, 1417 W. Brigantine Avenue, Brigantine, NJ 08203 or via email to [rtosto@brigantinebeachnj.com](mailto:rtosto@brigantinebeachnj.com) .References to be furnished upon request.